

BOARD OF EXAMINERS FOR NURSING HOME ADMINISTRATORS
MINUTES OF MEETING
OPEN SESSION

September 1, 2009

The Open Session of the Board of Examiners for Nursing Home Administrators was called to order at 1:07 p.m. on the above date in Room 104, Rhode Island Department of Health, 3 Capitol Hill, Providence, Rhode Island, pursuant to the applicable provisions of the Open Meetings Law, so called, and other applicable sections of the General Laws of the State of Rhode Island as amended.

BOARD MEMBERS IN ATTENDANCE

Orlando Bisbano, Jr.

Hugh Hall

Dr. Aman Nanda

BOARD MEMBERS NOT IN ATTENDANCE

Simone Lacroix

Abe Williams, Jr.

STAFF MEMBERS IN ATTENDANCE

Donna Valletta, Board Administrator

OTHERS IN ATTENDANCE

None

1. ESTABLISHMENT OF A QUORUM

Mr. Bisbano called the meeting to order at 1:07 p.m. A quorum was established at 1:18 p.m. upon Dr. Nanda's arrival.

2. REVIEW OF MINUTES OF OPEN SESSION OF June 2, 2009

Mr. Bisbano presented the Minutes of the Open Session of June 2, 2009. A motion to accept was made by Hugh Hall and seconded by Mr. Bisbano. It was unanimously voted to accept the minutes as presented.

3. BOARD ADMINISTRATOR REPORT/ANNOUNCEMENTS

Donna Valletta distributed a revised copy of the Department's internal Checklist for Nursing Home Administrator Application forms. At the advise of legal counsel and management, Donna Valletta informed members that applicants by endorsement will not be required to furnish evidence of continuing education upon licensure request. The Board discussed the checklists. After discussion, it was agreed that the Board would require a resume; the application checklists will

be revised to include this requirement. At this time, due to staffing and resource availability, revisions to the application form are on hold. The Board strongly supports the revisions to the application form. In the interim, the Board members may share this information with applicants. As such, Donna Valletta will provide the board members with copies.

Donna Valletta informed the members that the Board of Examiners for Nursing Home Administrators website, http://www.health.ri.gov/hsr/professions/nh_admin.php, contains a Course Requirement link, which features a summary of the course requirements of the Domains of Practice. Lonnie Bisbano distributed sections of a document, Information for Candidates, which he obtained from the National Association of Long Term Care Administrator Board (NAB) website, www.nabweb.org, and requested this updated course name and summary be made available. Donna Valletta will update the Department's website accordingly.

Donna Valletta distributed Saint Joseph's College of Maine's brochure, which outlines the Bachelor of Science, Long-Term Care Administration curriculum requirements. Lonnie Bisbano asked Donna Valletta to contact the Dean for alignment of the college course selections with NAB's course requirements.

Donna Valletta advised the Board that Providence College is no longer offering courses in Long-Term Care Administration due to a

decrease in interest.

Lonnie Bisbano asked Donna Valletta to inquire on the criteria for licensure, which is utilized by the other New England states, most importantly, for applicants by endorsement.

Lonnie Bisbano informed the Board that he recently reviewed one application, which was denied. The applicant is required to provide evidence of a total of 3 years experience as a Nursing Home Administrator within the most recent 5 years or certification by the American College of Health Care Administrators.

Donna Valletta informed the Board that there are 259 active Nursing Home Administrator licenses and shared a listing of those individuals licensed in 2009.

Finally, Lonnie Bisbano expressed concern in the delay in appointing new members to the Board as it is essential that the Board be complete in its membership to ensure our goals of ensuring a safe and competent nursing home administrator workforce.

4. ADJOURNMENT TO EXECUTIVE SESSION

A motion was made by Hugh Hall and seconded by Dr. Aman Nanda. It was unanimously voted to move into Executive Session pursuant to 42-46-4 and 42-46-5(1) of the Rhode Island General Laws for

discussion of job performance, character, physical or mental health of applicants for licensure and licensees and for discussion of investigatory proceedings relating to misconduct by applicants licensure and licensees, and investigatory proceedings regarding allegations of civil or criminal misconduct. The Open Session adjourned at 1:34 p.m.

5. RETURN TO OPEN SESSION FOR PRESENTATION OF RECOMMENDATIONS

The Board reviewed four cases and voted the following action:

C08-709 - Approval of courses

C09-298 - Schedule a meeting

C09-333 - No Unprofessional Conduct

C09-397 - No Unprofessional Conduct

6. ADJOURNMENT

A motion to adjourn was made by Hugh Hall and seconded by Dr. Aman Nanda. It was unanimously voted to adjourn at 2:22 p.m.

Respectfully submitted by

Donna Valletta

Board Administrator